



2003

# TRNGCOM COMMANDER'S CONFERENCE

## Adjutant

Maj Bruce Piner



# TOPICS

- FITNESS REPORTS
- AWARDS
- OFFICER PACKAGES



# SCHOOL FITREPS

- CG - RS FOR FORMAL SCHOOL COMMANDERS
- CG - RO FOR FITREPS WRITTEN BY SCHOOL COMMANDERS
- CG - THIRD OFFICER SIGHTER FOR ADVERSE REPORTS REQUIRING GENERAL OFFICER'S SIGNATURE



# DETS FITREPS

- CG - RO FOR DESIGNATED DET COs, OICs, AND REPRESENTATIVES
- CG - THIRD OFFICER SIGHTER FOR ADVERSE REPORTS REQUIRING GENERAL OFFICER'S SIGNATURE
- ADMIN REVIEWS - REQUIRED FOR FITREPS W/O A MARINE AS RS OR RO



# AWARDS

- BREVITY ENCOURAGED
- SPELL OUT UNFAMILIAR ACRONYMS
- NMCCM - 1-2 PAGE SOA
- MM - 2 PAGE SOA
- LM - 2 -3 PAGE SOA
- AT TRNG CMD 60 DAYS PRIOR TO RETIREMENT/TRANSFER
- GOOD CITATION



# OFFICER PACKAGES

- MARADMIN 345/03
- CHECKLIST WITH EACH PACKAGE
- ENSURE COMPLETENESS - FORMAT
- FOLLOW THE ORDERS ON ENDORSEMENTS
- WAIVERS - FULLY JUSTIFIED IN CO's ENDORSEMENT



# OFFICER PKGS DUE DATES

- MECEP 15 SEP 03
- ECP/MCP
- 185<sup>TH</sup> OCC 17 SEP 03
- 87<sup>TH</sup> OCC 18 MAY 04
- WO (REG) 29 JAN 04
- WO (RES) 1 MAR 04
- WO (GUNNER) 12 APR 04
- WO (RECRUITER) 14 MAY 04



# TECOM/TRNG CMD ADJUTANT

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